

College of Business and Economics

JOHANNESBURG BUSINESS SCHOOL

Transport and Supply Chain Management

Diploma in Transportation Management (D1DTMQ)

CONTINUING EDUCATION PROGRAMME (CEP)

DIPLOMA IN
TRANSPORTATION MANAGEMENT

APPLICATION TOKEN

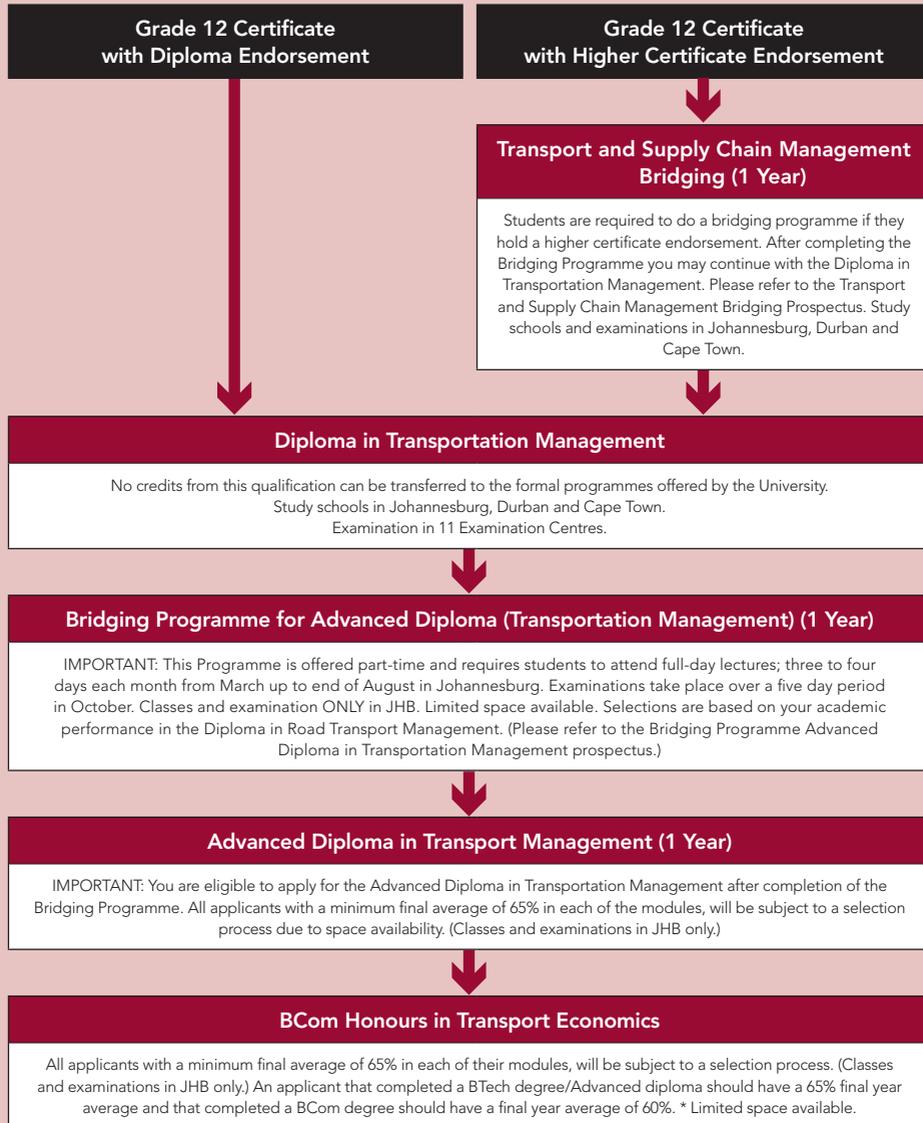
TPTMULTI

2018



UNIVERSITY
OF
JOHANNESBURG

Continuing Education Programme (CEP)



Diploma in Transportation Management (D1DTMQ)

Application token: TPTMULTI

TABLE OF CONTENTS

| | |
|---|----|
| What makes the Diploma in Transportation Management unique? | 4 |
| Finance | 5 |
| Contact details | 5 |
| Curriculum | 6 |
| Assignments and examinations | 13 |
| Credits | 14 |
| Application and registration process | 15 |

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College of Business and Economics
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WHAT MAKES THE DIPLOMA IN TRANSPORTATION MANAGEMENT UNIQUE?

EASY ADMISSION

- Prospective students should be in possession of a Grade 12 Certificate with endorsement to at least diploma studies/university exemption.
- The Transport and Supply Chain Management Bridging programme will be offered to students who have completed Gr 12 without the required endorsement/university exemption. After completion of this bridging programme you may apply to do a Diploma in Transportation Management.

AFFORDABILITY

This qualification offers a unique, affordable, cost-effective opportunity for students.

CONVENIENCE

- Study from the comfort of your own home when applying for a Continuing Education Programme (CEP) at the Department of Transport and Supply Chain Management.
- Students have the opportunity to attend a five day study school.
- Examinations are written at various examination centres across South Africa.
- Easy access via the UJ website on the Student Portal to obtain assignment marks, examination results, etc. For this reason Internet access is essential.

COMPREHENSIVENESS

- This qualification is offered on a NQF level 6 and comprises of a full range of modules covering all the major functional areas of a Transport/Logistics company.
- Students are also given the opportunity to specialise in a particular transport mode.

CAREER OPPORTUNITIES

This qualification gives you the opportunity to advance your career prospects and to improve your potential for appointment to and promotion within, the transport/logistics sector.

Career Opportunities in Airlines, Shipping Companies, Road Operations, Rail Operations, Freight forwarding and Logistics Companies.

LEARNING PATH

By satisfying the specific curricular enrolment and selection requirements, qualifying students have the opportunity to further their studies on a part-time basis only at the University of Johannesburg by completing a one year bridging programme in order to gain access to the Advanced Diploma.

FINANCE

Refer to the Finance leaflet for more information regarding the fees, payment options, payment methods, etc.

CONTACT DETAILS

FURTHER DETAILS AND STUDY SCHOOL DATES WILL BE PROVIDED IN THE STUDY MATERIAL TO REGISTERED STUDENTS

Telephone: 011 559 3093 / 4949

Fax: 011 559 2029 / 2972

email: tscmtmd@uj.ac.za

Programme co-ordinator: IRIS MACHAEA

PROGRAMME

DURATION OF QUALIFICATION

Three academic years

ADMISSION REQUIREMENTS

- Grade 12 certificate with endorsement to at least diploma studies / university exemption
- A good working knowledge of English is essential.
- Study material will be available only in English.
- Relevant documentation (see how to enrol).

CURRICULUM

FIRST YEAR

Students are required to complete five modules in the first year, all of which are compulsory:

Module 1: Road Transport Legislation

Module 2: Industrial Relations

Module 3: Contract Management

Module 4: Marketing Management

Module 5: Strategic Management

CONTENT

ROAD TRANSPORT LEGISLATION

This module covers the rationale for legislative measures in transport and the historical development of transport regulation in South Africa.

The processes leading up to the White Paper on National Transport Policy and the Road Traffic Act are included. The influence of social and economic objectives on transport policy is also discussed. The implications of legal liability and the application of the underlying principles are examined. Although emphasis is placed on road transport, an understanding of the need for regulation in all modes of transport is developed.

INDUSTRIAL RELATIONS

This module familiarizes students with the basic theoretical and practical foundation underlying industrial relations in South Africa. The module provides a grounding in management philosophy, the role of the State, constitutional principles, trade unions, collective bargaining, negotiations, recognition agreements, strikes, unfair labour practices, etc. The implications of various management approaches for optimizing industrial relations in the future are covered, and case studies are used to provide opportunities for the practical application of the principles discussed.

CONTRACT MANAGEMENT

The crucial aspects of contracts specification, evaluation and management are covered in detail, with practical assignments focusing on all the key areas of transport contract design, such as liability, insurance, performance, waivers, subcontracts and claims. An understanding of the legal and practical implications of transport contract formulation is intended to provide a basis for the understanding of complex multi-modal transportation arrangements.

MARKETING MANAGEMENT



This module covers the basic principles of marketing, including the marketing environment, consumer behaviour and its influence on market segmentation it also covers product positioning. The importance of market research and decision making. The role of marketing management within the context of an integrated logistics / transportation environment and the practical application of the theory is covered in the self-assessment questions and by means of case study.

STRATEGIC MANAGEMENT

This module covers the basic principles approaches and environment of management. It also includes management's responsibility in terms of ethical practices, social responsibility, planning, implementation and controlling of strategic decisions. This is achieved by managing people through delegation, leadership and motivation. The students are expected to complete the self-assessment questions and the practical application of the theory by means of a case study.

SECOND YEAR

Module 6: Transport Economics

Module 7: Transport Operations Planning

Module 8: Project Management

Module 9: Transportation Management Project

CONTENT

TRANSPORT ECONOMICS

This module provides students with a broad introduction to transport economics at both macro- and micro-levels. It describes the role and function of transport, its contribution to economic development, supply and demand, modal advantage, carrier selection, regulation and policy

in South African context. Students are introduced to the different types of transport organizations, management techniques (freight and passenger transport) costing, human resources and safety. Future trends and developments relating to the different modes are also covered.

TRANSPORT OPERATIONS PLANNING

The course commence with an overview of the macro-economic environment and the role that transport plays in the economy. The fundamentals of transport services are discussed.

On a more micro level, the student is then introduced to the elements of company strategy and the analysis of the potential market. This followed by an analysis of services planning and operations, including scheduling, fleet management, administration, training etc.

The module concludes with a review of customer service after sales care and relationship management.

PROJECT MANAGEMENT

Students are introduced to the principles of project management and the gathering, analysis and interpretation of information, using the appropriate technology and research methods. The project life cycle, constraints and problems are covered in project management exercises. Students are familiarized with the skills and capabilities required of project managers and the management tools required to enable them to manage projects effectively.

TRANSPORTATION MANAGEMENT PROJECT

Communication – The communication module will introduce the students to the tools and techniques of communication in order to promote and increase the effectiveness of workplace communication.

Research Essay – In addition to the above, students must complete



a research essays of 15-20 pages (3000-4000 words), from a list of suggested topics, or on any transport-related topic they wish to choose, approved by the Department.

THIRD YEAR

Module 10: Logistics Management

Module 11: Transportation and Warehousing

Module 12 + Module 13: Multi-choice modules (choose 2)

- Transport Planning
- Air Transport
- Road Freight Transport
- Rail Transport
- Maritime Transport
- Urban Transport
- Import & Export

CONTENT

TRANSPORT PLANNING

The history and development of transportation planning is covered. The techniques of data collection and forecasting are included, and their influence on network planning and transport policy is addressed. This module includes the evaluation of transport proposals, including cost-benefit analysis techniques, the monitoring of performance, the use of key performance indicators and their influence on transport infrastructure strategy. Cost-benefit considerations and the establishment of optimality in infrastructure financing and investment decisions and the attendant taxation options related to current transport priority areas are covered.

AIR TRANSPORT

This module covers the historical development of air transport, its economic characteristics, management and organization. The marketing of air transport (cargo and passenger) is discussed, and the impact of supply and demand on both air cargo and passenger services is addressed. The impact of intermodalism, deregulation, modal advantage, the economics of air transport and its competitive position are covered. The current legislative position relating to air transport in Southern Africa is also included.

ROAD FREIGHT TRANSPORT

The broad field of road freight transport is examined in relation to the impact it has on business life in general. The focus is on both theoretical and practical techniques. The economics of road freight transport, its operations, vehicle selection, training, and recordkeeping as well as productivity aspects are covered.

RAIL TRANSPORT

This module focuses on the current position regarding railway operation in a Southern African context. The financial performance and operational characteristics of rail transport are examined. The competitive position of railways and impediments to improved performance are covered. Future options for effective operation, such as commercialization and rail concessioning, are considered. Emphasis is placed on the potential of rail within a future multi-modal transportation market.

MARITIME TRANSPORT

This module introduces students to the historical development of ocean shipping. It covers the supply of, and demand for, shipping and its influence on the shipbuilding cycle. Costing and tariff setting,



intermodalism, port economics and current deficiencies in shipping and international trade are also discussed within the context of the Southern African transportation market. Maritime law, conventions and terminology of international and regional shipping are covered in relation to their economic implications and influence over the competitive position of the mode.

URBAN TRANSPORT

This module focuses on the role of cities in economic development, the impact of transport on city efficiency, problems encountered in the urban environment and the government's response to these problems. Guidelines for improved public transport are suggested.

The roles of the major modes of transport are considered, as well as their economic characteristics and operational performance. The subsidy question is addressed against the background of macro-economic data. A number of proposals are put forward to alleviate the growing pressures for more effective public transport in South African cities.

IMPORT & EXPORT

The module is divided into the following sections:

- Principles of international trade/trade cycles/role of customs/trade regulatory bodies and trade agreements
- The role of the forwarding and clearing agent
- Documentation (contracts/bill of lading/way bills/invoices/customs)
- Incoterms (insurance clauses and conditions, packaging and protection, payment of freight)
- Advantages and disadvantages of different methods of payment, letters of credit, special clauses, common problems.

LOGISTICS MANAGEMENT

The role, technique and impact of logistics management in the consumer-oriented economy are discussed in depth. The detailed activities that form part of logistics management are covered, and students are exposed to the intricacies of supply chain management, channels of distribution, decision strategies and corporate planning. International texts and case studies are used to ensure an appreciation of the state of the art in this important field.

TRANSPORTATION AND WAREHOUSING

The aim of this module is to familiarise the learner with the basics of transportation and warehousing. The learner will be introduced to:

- The importance role of transportation and warehousing in the business environment
- The strategic decisions companies need to take in transportation and warehousing
- The operational requirements of transport and warehousing
- The future challenges faced in the transport and warehousing environment.

ASSIGNMENTS AND EXAMINATIONS

- A submission of two assignments per module is compulsory in order to gain access to the examination.
- The examination is written in October/November over five (5) consecutive days.
- Students must pass all the modules to qualify for the diploma.
- The assignments will count 25% towards the final mark for that specific module.
- The examination will count 75% towards the final mark for that specific module.

- A pass mark of 50% is required for each module.
- A minimum of 40% for an examination is required to pass a module
- A combined (assignment + examination) pass mark of 50% to pass a module.

CREDITS

- To proceed to the next level, at least 50% of the year's modules must be passed.
- Should a student not pass a module/s they will be required to reregister for those modules failed.
- Registration of 2nd / 3rd year modules will be based on the outcomes of your final results
- Students will retain credit for the module/s already passed. Credits may be retained only for a maximum period of five years.
- No credit from this programme can be transferred to the formal programme offered by the University.
- No credits from the former Transportation Management Diploma (NQF level 5) can be transferred to this Programme.
- Students who have completed the Transportation and Supply Chain Management Bridging will receive credit for Industrial Relations.

CERTIFICATION

Diploma in Transportation Management will be awarded to students who completed all the prescribed modules successfully.

APPLICATION AND REGISTRATION PROCESS

Step 1: How to apply?

ONLINE APPLICATION DATE

1 September – 28 February

When applying for the first time:

- Follow the link to the departments web page:
<https://www.uj.ac.za/faculties/management/Transport-and-Supply-Chain-Management/Pages/Courses-and-Programmes.aspx>
- Go to the indicator that says: Click HERE to apply.
- Complete the online application form.
- Attach a certified copy of Gr 12 Certificate with diploma endorsement electronically
- Attach a certified copy of passport or identity card electronically.

Step 2: Check your status on a regular basis and view the correspondence online.

Go to the indicator that says: Click HERE to check your status

<https://student.uj.ac.za/status.aspx> – the following status codes apply:

| STATUS CODE | MEANING OF STATUS CODE |
|-----------------------------|--|
| RD (Refer to Department) | Documents outstanding (Certified copies of your ID & GR 12 Certificate) |
| C (Cancelled) | Discretion of Department of Transport and Supply Chain Management |
| L (Space constrained) | Programme reached capacity intake |
| EN (Declined) | Did not meet the admittance requirement |
| EA (Admitted) | Student can continue to register after finance clearance |
| EV (Conditionally Admitted) | Awaits final results |

Step 3: How to register?

ONLINE REGISTRATION DATE

10 January – 28 February

- Check your addresses and contact details. Make sure your study address is loaded (physical address where you are during the day to receive study material via courier services)
- Proof of payment (minimum deposit) – refer to finance leaflet or pay online.
- Senior students may register via the student portal. Please update your contact details.
- First time registering students may register on:
<https://www.uj.ac.za/faculties/management/Transport-and-Supply-Chain-Management/Pages/Courses-and-Programmes.aspx>
- Go to the indicator that says ***If admitted click HERE to register.***
- Tick all boxes next to the modules, if you have not done this you will not receive your study material and only a qualification will be registered.

PLEASE NOTE THAT THE UNIVERSITY
RESERVES THE RIGHT TO AMEND ENROLMENT
REQUIREMENTS, TIMETABLE AND PROGRAMME
CONTENT AS AND WHEN THE NEED ARISES,
WITHOUT PRIOR NOTICE.

INTERNATIONAL STUDENTS APPLYING AND REGISTERING:

Step 1: How to apply?

ONLINE APPLICATION DATE

1 August – 28 February

When applying for the first time:

- Follow the link to the departments web page:
<https://www.uj.ac.za/faculties/management/Transport-and-Supply-Chain-Management/Pages/Courses-and-Programmes.aspx>
- Go to the indicator that says: Click HERE to apply.
- Complete the online application form.
- Attach a certified copy of your school leaving certificate electronically.
- Attach a sworn English translation of documents (students from non-English medium schools only).
- Attach a certified copy of passport or identity card electronically.

Please note that all documents should be certified by a South African High Commission, Consulate, Trade Mission or a Public Notary in your home country.

Step 2: Check your status on a regular basis and view the correspondence online.

Go to the indicator that says: Click HERE to check your status

<https://student.uj.ac.za/status.aspx>

Step 3: How to register:

ONLINE REGISTRATION DATE

10 January – 28 February

- Check your addresses and contact details. Make sure your study address is loaded (physical address where you are during the day to receive study material via courier services).

- Proof of payment (minimum deposit) – refer to finance leaflet or pay online.
- Senior students may register via the student portal. Please update your contact details.
- First time registering students may register on <http://www.uj.ac.za/faculties/management/Transport-and-Supply-Chain-Management/Pages/Courses-and-Programmes.aspx>
- Go to the indicator that says ***If admitted click HERE to register.***

PLEASE NOTE

- The University does not register students who submit incomplete documentation or do not attach the necessary documents required for registration.
- Once you have been accepted (EA code) you will be able to view and print your admittance letter (only available before registration).
- You will be notified via SMS to register online for the programme you applied for.
- Refer to the finance leaflet for fees payable prior to registration.
- Your study material will be couriered to you once your registration has been completed (not applicable to on-campus registration).

Step 3: How to register: Senior students

ONLINE REGISTRATION DATE

10 January – 28 February

- Senior students may register via the Student Portal. Go to *Administrative Utilities* and click on *ITS iEnabler*.
- Check your addresses and contact details. Make sure your study address is loaded (physical address where you are during the day to receive study material via courier services).
- Proof of payment (minimum deposit) – refer to finance leaflet or pay online.

- Tick the required modules for your year of study.

CONTACT DETAILS

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 Auckland Park
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PHYSICAL ADDRESS

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